

**MINUTES
CITY OF LARAMIE, WYOMING
LARAMIE PLANNING COMMISSION
FEBRUARY 22, 2021**

1. CALL TO ORDER

Meeting was called to order by Chair Polk at 4:30 p.m.

Members present: Jim McGrath, Jake Schneider, Evan Townsend, Katherine Kasckow, and Shannon Polk (Chair).

Members absent: Barry Nelson and 1 Vacancy

Council Liaison: Jayne Pearce (present)

Staff Present: Derek Teini, Planning Manager; Matthew Cox, Associate Planner; Todd Feezer, Assistant City Manager; and Nancy Bartholomew, City Clerk.

2. APPROVAL OF AGENDA AND MINUTES

MOTION BY KASCKOW, seconded by Townsend, that the Agenda was approved as written.

MOTION CARRIED by voice vote.

2.B. Planning Commission Meeting Minutes

2.B.i. LPC Minutes 2.8.2021

MOTION BY KASCKOW, seconded by McGrath, to approve the minutes from February 8, 2021.

MOTION CARRIED by voice vote.

3. CITIZEN COMMENTS - Non-Agenda Related Topics – No Action Can Be Taken

None.

4. PLANNING COMMISSION AND STAFF REPORTS AND COMMENTS

Teini- City Council approval of the wireless communication ordinance, parking ordinance failed on second reading, and Community Builders discussion coming soon.

5. DISCLOSURES - Ex-parte communications; potential conflicts of interest

None.

6. CURRENT PLANNING PROJECTS

6.A. OLD BUSINESS: No items.

6.B. NEW BUSINESS:

6.B.i. Appointment of a Planning Commission Member to the Housing Action Team

MOTION BY KASCKOW, seconded by Schneider, to appoint Commission member Townsend to the Housing Action Team.

MOTION CARRIED by voice vote.

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7. LONG RANGE PLANNING PROJECTS

No items.

MOTION BY MCGRATH, seconded by Townsend, to adjourn as Planning Commission and reconvene as Board of Adjustment.

MOTION CARRIED by voice vote.

Planning Commission adjourned at 4:42 pm.

Board of Adjustment convened at 4:42 pm.

8. VARIANCES (sitting as Board of Adjustment)

(Swearing in of witnesses.)

8.A. VAR-21-01: 1729 Steele St. - Accessory Building Setback

MOTION BY KASCKOW, seconded by Schneider, to approve the requested variance from Laramie Municipal Code Table 15.12-2, that would allow the applicant to keep an already constructed accessory building at a 0 foot setback at the rear of the lot, located at 1729 Steele Street, zoned R1, based on the following:

- a. Special circumstances- letter from the neighbors stating they will keep garbage cans back to keep the alley wide enough.
- b. Strict application- the applicant has already taken down a tree and the additional tree would have to be removed and the building re-built.
- d. Granting of the adjustment- the City does not know where the property line is. Unknown plot line and where three feet would be.
- e. Harmony of the neighborhood- does not affect the harmony of the neighborhood is not detrimental.

Roll call showed Aye: Schneider, Townsend, Kasckow, and Polk. Nay: McGrath. Absent: Nelson. 1 Vacancy. MOTION CARRIED.

9. ADJOURN

MOTION BY KASCKOW, seconded by Townsend, to adjourn the meeting of Board of Adjustment.

MOTION CARRIED by voice vote.

Meeting adjourned at 5:55 p.m.

APPROVED:

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Shannon Polk, Planning Commission Chair

Date

Derek Teini, Planning Manager

Date